



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 9/13/2022

REQUESTER: Nathan Madenwald, Utilities Engineer

PRESENTER: Nathan Madenwald, Utilities Engineer

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2223-46: A CONTRACT BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND RJN GROUP, INC., IN AN AMOUNT NOT-TO-EXCEED \$146,222 FOR WASTEWATER FLOW MONITORING SERVICES.

BACKGROUND:

In March 2002, the Norman Utilities Authority (NUA) approved Contract K-0102-50 with RJN Group, Inc. (RJN) which began a program to measure wastewater flows from satellite collection systems. Satellite systems are privately owned wastewater collection systems that discharge into the NUA system. The program began with the installation of 10 flow meters at discharge points serving the University of Oklahoma (OU). The scope of services included metering equipment selection, installation, calibration and software for data collection and reporting, and meter maintenance. The contract was amended several times to authorize continued maintenance, data collection and reporting.

In 2007, a Request for Proposal (RFP) was forwarded to interested engineering firms. On August 28, 2007, Contract K-0708-42 for Permanent Wastewater Flow Metering services was awarded to RJN in an annual amount not to exceed \$150,000. Under Contract K-0708-42, additional unit prices were provided to perform meter maintenance, if necessary, and install a total of 19 meters. Additional meters were installed at discharges from several satellite systems such as mobile home parks and apartment complexes to determine if permanent meters were justified at these locations. Additional meters were installed to determine wastewater flows prior to and following improvements under the Sewer Maintenance Program (SMP) to determine the effectiveness of the sewer main replacements. The NUA approved five amendments to Contract K-0708-42 extending RJN's services through August 27, 2014.

In 2014, Contract K-1415-34 was awarded to the RJN Group, Inc., due to their experience in working with our system and processes and lack of other available competitors for this work. Seven amendments were issued under this contract to operate and maintain the meters. The flows are continually used to measure effectiveness of the SMP project, billing for OU, overall flow measurements to be used to monitor system capacity and for future modeling purposes. Additionally, RJN developed a website management system for the data to provide easier access for staff. Lastly, this information was used to support efforts to measure virus loads in wastewater during the Coronavirus (COVID-19) pandemic.

DISCUSSION:

Historically, RJN has been the only qualified firm interested in performing the work and they continue to provide a competitive price due to familiarity with the equipment, software and metering locations. For these reasons, staff requested that RJN provide a new contract to be renewed annually for NUA consideration.

Proposed Contract K-2223-46 has a “not to exceed” amount of \$146,222. It is based on a continued maintenance, meter repairs, data collection and reporting for a total of 18 meters for duration of 10 months at an estimated cost of \$114,120; additionally, the contract also includes \$32,102 for new equipment, repairs, or new installations/relocations.

The new unit price for monthly monitoring and data collection will increase \$634 per meter per month, which has been about a 3.5% increase annually since 2008. The eighteen (18) metering installations include nine meters for OU billing purposes, seven meters to measure dry and wet weather flow data from interceptors entering the Water Reclamation Facility (WRF) and two additional meters for sewer rehabilitation evaluation under the Sewer Maintenance Plan (SMP).

The Fiscal Year Ending 2023 (FYE23) budget includes \$170,000 in the Water Reclamation Fund, Professional Services (Account No. 32955252-44099) and is sufficient to fund Contract K-2223-46 with RJN.

RECOMMENDATION:

Staff recommends approval of Contract K-2223-46 with RJN Group, Inc. to perform wastewater flow monitoring services in an amount not to exceed \$146,222.